



# FACTSHEET Guardianship Registry

## PROJECT CONTACT

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## PROJECT OVERVIEW

The Division of State Court Administration partnered with the Guardianship Registry Work Group under the leadership of Judge Susan Henderson, Fountain Circuit Court and Trial Court Technology staff to develop a new INcite application in response to the need for courts to better track and monitor the status of guardianship cases in Indiana.

Currently, each court that has jurisdiction over guardianship cases have their individual process for tracking guardianship cases. While some use a manual tickler system others use reminders on their court calendar to manage the many requirements associated with the issuance of guardianships. The lack of a statewide uniformed process for tracking these cases makes it difficult to provide statistical data in this area.



In January 2013, the Division provided Court Reform Grant funds to Judge Henderson and Judge Diane Kavadias Schneider, Lake County Superior Court, Civil Division for the development of the Guardianship Registry. Trial Court Technology worked with the Work Group that consist of judges, clerks, and attorneys to develop the application requirements. After several months a prototype of the application was present for review and, with a few modifications, the application was accepted by the Work Group.

During 2014, the pilot phase began in May with Fountain and Warren Counties. That same month, Hendricks and Lawrence Counties joined the pilot. The pilot lasted three months to allow the volunteer courts to test the application's functionality. Once the pilot ended, the application was made available for statewide deployment.

In 2015 and 2016, system enhancements were implemented from feedback from multiple users. These enhancements provided additional case tracking features to improve the management of both temporary and permanent guardianship.

\* *Due to the staggered deployment of the Guardianship Registry, a list of the active counties and their go-live date is provided on the website: <https://public.courts.in.gov/GRP/>.*

## HOW IT WORKS

As each new petition for guardianship are filed throughout the state, these cases are entered and maintained in the Guardianship Registry. When crucial case benchmarks are reached, alerts are provided to the court via the Registry to confirm that the proper documentation and actions are taken to ensure the guardian remains in compliance with state statues. The Registry also generates the court orders and letters issued in guardianship cases. Additionally, it interfaces with the Odyssey CMS to electronically create the court case in the Odyssey system and case events are updated on the CCS as actions are taken in the Registry. This eliminates the need for duplicate data entry in two different systems by courts and clerk staff.

Once the Letter of Guardianship is issued by the court, the non-confidential case information is accessible on the Court's Public Search site. This site provides the name of the protected persons, guardians, the guardianship type, effective date and expiration date if applicable.

## BENEFITS OF the Guardianship Registry

- **Tracks and Maintains Adult and Minor Guardianships**, making records more accurate and timely and ensuring guardians remain in compliance with state statute.
- **Alerts Court of important case benchmarks**, accounting and inventory due dates, required Guardian Ad Litem appointments and case expiration.
- **Generates Court Orders**, creates the guardianship orders and letters issued by the court.
- **Public Access of Guardianship Cases**, provides non-confidential case information to inform interested parties of the status of the guardianship.